

Message Text

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41

ORIGIN TRSE-00

INFO OCT-01 EUR-12 ISO-00 NEA-10 USSS-00 OPR-02 A-01 SS-15

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DRAFTED BY TREAS:OS:EDAVIS,JR./PJK

APPROVED BY NEA - EDWARD G. ABINGTON, JR.

TREAS:OS:JNEWMAN

TREAS:OS:SSHAPIRO

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P 111718Z FEB 76

FM SECSTATE WASHDC

TO AMEMBASSY MADRID PRIORITY

LIMITED OFFICIAL USE STATE 033569

E.O. 11652: N/A

TAGS: OVIP (SIMON, WILLIAM)

SUBJECT: OFFICIAL TRAVEL OF SECRETARY SIMON

REF: A) STATE 025051; B) MADRID 00874

PASS: CLINT LAUDERDALE

1. CONCUR WITH SON VIDA HOTEL SELECTION; PLEASE PROCEED
WITH NECESSARY ARRANGEMENTS.

2. TALLY FOR REQUIRED HOTEL ACCOMMODATIONS ARE PRESENTLY
ONE SUITE, NINE DOUBLES (INCLUDES ADJOINING DOUBLES FOR
VISITOR AND ADMIN CONTROL ROOMS) AND THIRTY SINGLES.
SECRET SERVICE AND ALL NON-TREASURY MEMBERS WILL HANDLE
HOTEL PAYMENTS SEPARATE. SHAPIRO WILL HANDLE PAYMENT FOR
ALL TREASURY EXPENSES. INCLUDE COSTS FOR HOUSING SUPPORT
PERSONNEL ON TREASURY ACCOUNT. REDUCE SUPPORT PERSONNEL
PER DIEM TO ONE HALF.

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3. VISITOR'S CONTROL ROOM: SHOULD BE STAFFED FOR SUNDRY SALES, VISITOR INFORMATION AND MOTOR VEHICLE DISPATCH SERVICE.

4. ADMIN CONTROL ROOM: PLEASE PROVIDE TWO TABLES AND TWO TYPING STANDS FOR WORKING PURPOSES. DELEGATION WILL BRING OFFICE SUPPLIES AND OTHER EQUIPMENT.

5. GROUND TRANSPORTATION: PER CONVERSATION, PLEASE REVISE TO ELEVEN (11) MEDIUM/LIGHT SEDANS. IF BUS USED FOR AIRPORT/HOTEL TRANSPORTATION, ARRIVAL AND DEPARTURE REQUIREMENTS REDUCED TO EIGHT (8) MEDIUM/LIGHT SEDANS, PLUS ONE (1) VEHICLE FOR SMALL AMOUNT OF CLASSIFIED.

6. BAGGAGE: WILL HAVE NAME TAGS AND COLOR BULLETS DESIGNATING INDIVIDUAL ROOM ASSIGNMENTS IF INFO RECEIVED PRIOR TO OUR DEPARTURE. IF NOT AVAILABLE, WOULD APPRECIATE PREPARATION OF ASSIGNMENT SHEET FOR DISTRIBUTION UPON ARRIVAL.

7. PASSPORTS: WILL BE PRESENTED TO EMBASSY OFFICER ON ARRIVAL TO HANDLE ENTRY/EXIT FORMALITIES. SPANISH VISA FOR ALL MEMBERS WILL BE OBTAINED PRIOR TO U.S. DEPARTURE.

8. WOULD APPRECIATE EMBASSY RECOMMENDATION FOR OPTIONAL ACTIVITIES FEBRUARY 27. EOM KISSINGER

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